



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

09/17/2015

Patricia Smith
230 Knowling Dr
Coralville, IA 52241
319-354-5961

Dear Child Care Provider,

This letter is in regards to the 09/15/2015 compliance check of your Level C, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

FINDINGS: *Identify FINDINGS in each area of non-compliance.*

☐ 441 IAC 110.5(1)"j" Emergency plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

Provider does not have a map of the family home, indicating fire / tornado routes and plans. This is needed to be posted at all primary and secondary exits to the home.

****It is noted Provider is currently not caring for children and does not plan to in the immediate future. However, Provider should still keep the drawn out map in a folder and available to be posted in the appropriate location for readily accessibility in the event Provider does begin child care.**

☐ 441 IAC 110.5(1)"o" Smoking and the use of tobacco products shall be prohibited at all times in the home and in every vehicle in which children receiving care in the home are transported. Smoking and the use of tobacco products shall be prohibited in the outdoor play area during the home's hours of operation. Nonsmoking signs shall be posted at every entrance of the child care home and in every vehicle used to transport children.

All signs shall include:

- (1) The telephone number for reporting complaints, and
- (2) The Internet address of the department of public health (www.iowasmokefreeair.gov)

Provider does not have no smoking signs posted at the doors to the home.

****It is noted Provider is currently not caring for children and does not plan to in the immediate future. However, Provider's home is still considered to be a registered daycare home, in which all smoking is prohibited at all times in the home, during daycare and during off daycare times. It is also noted Provider shared there is currently no smoking in Provider's home.**

PROVIDER FILE:

☐ 441 IAC 110.5(2)"a" A physician's examination report for the provider and all members of the household . Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. The examination shall include any necessary testing for communicable diseases; a discussion of recommended vaccinations; completed no more than six months prior to initial registration; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.

All members of the Provider's household, including the provider, need to have a medical examination on file. Provider and Provider's husband Randy Smith both need a physical in Provider's file.

****It is noted SWII Lacey Plants did provide the updated Provider Physical Form to Provider during this home. Also noted, SWII Plants also sent the Provider updated child physical forms via mail 09/16/2015 for when Provider begins taking children in care.**

☐ 441 IAC 110.5(2)"b" (1) Certificates or training verification and record check documentation.

Within the first three months of registration :

Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. The provider shall maintain a valid certificate indicating the date of first-aid training and the expiration date

Provider's CPR license expired in July 2015. Provider does need to have CPR renewed.

☐ 441 IAC 110.5(2)"b" (2) Documentation from the department confirming the record checks required under 441 IAC 110.7(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

Provider needs the letter sent by the Department which confirms record checks have been completed and approved for participation in the daycare home for herself and her husband, Randy. Provider does not have a copy of this letter. Provider can call 866-448-4605 for a copy to be sent to Provider.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations.**

☐ Based on the items out of compliance listed above, a recheck or follow up visit to your home is not necessary. However, it is essential you provide documentation to the Department that certifies you have corrected each of the identified regulatory violations and are now in complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the**

necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: 10/12/2015

X _____
Signature Date

Please do not hesitate to contact me at DHS at 319-892-6858 if you have any questions regarding this letter.

Sincerely,

Lacey Plants
Social Worker II
Linn County Department of Human Services
411 3rd St SE
Floor 4
Cedar Rapids, IA 52401
319-892-6858



Karen Evans
Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 319-432-1076.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income

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tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).